

THE LIBRARY BOARD OF TRUSTEES MET IN SPECIAL SESSION ON THE 3rd DAY OF APRIL 2007 AT 4:00 P.M. AT CAMARENA MEMORIAL LIBRARY, 850 ENCINAS AVENUE, CALEXICO, CALIFORNIA. THE DATE, HOUR, AND PLACE DULY ESTABLISHED FOR HOLDING SUCH SAID MEETING.

CALL TO ORDER

President DeNecochea called the meeting to order at 4:03 p.m.

ROLL CALL

Trustees present:

Margarita De Necochea
Mario Llanos
Loli Torres
Norberto Nuñez

Director of Library and Cultural Arts:

Sandra Tauler

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Nuñez.

APPROVAL OF THE AGENDA

On motion by Trustee Llanos, seconded by Trustee Nuñez and passed unanimously, the agenda was approved as delivered.

CONSENT AGENDA

On motion by Trustee Nuñez, seconded by Trustee Llanos, and passed unanimously, the following items listed on the consent agenda were approved: minutes for the special meeting held on January 30, 2007; ratification of purchase orders for the months of February and March 2007; ratification of demands for the months of February and March 2007 and the monthly activity and statistical report for the months of January and February 2006.

LIVE HOMEWORK HELP USAGE REPORT – JANUARY AND FEBRUARY 2007

The usage reports for January and February were provided to the Board. Usage is not very high, but it has not dropped too much. Staff will continue to promote it to students and parents. Staff will also be visiting school sites to inform teachers of the availability of this service. This was an information item, so no action was taken.

NATIONAL LIBRARY WEEK CELEBRATION – APRIL 16TH -21ST

A copy of the promotional flyer for the National Library Week celebration was provided to each board member. There will be an activity everyday of the week:

Monday -- Open house for preschoolers

Tuesday -- Video conference with Amy Tan
Wednesday – Staff Appreciation Day
Thursday – Teen RIF
Friday – Movie and Popcorn
Saturday – Arts and Crafts

On motion by Trustee Llanos, seconded by Trustee Torres, and passed unanimously the activities for National Library Week were approved.

LIBRARY STAFF APPRECIATION DAY – WEDNESDAY, APRIL 18TH

Each year during National Library Week, a day is dedicated to show staff appreciation. For the past three years the Director has invited the staff to lunch at the place of their choice. It is a very special time for them to be able to share a meal and socialize for a couple of hours. In order to have all staff attend this luncheon it is necessary to close the library for a couple of hours that day. This year staff appreciation day will be celebrated on Wednesday, April 18th. Ms. Tauler requested permission to close the library from 12-2 p.m. in order to continue this annual tradition. On motion by Trustee Llanos, seconded by Trustee Torres and passed unanimously, the closure of the library for two hours to celebrate Staff Appreciation Day was approved.

CLA DISCOUNT ON CAR INSURANCE

President De Necochea informed the Board that if they become members of CLA they qualify for a discount on their car insurance with Geiko. She was not aware if other insurance companies offer a discount for belonging to professional organization, but recommended that they inquire with their insurance company. She explained that the discount she gets is much higher than the dues she pays for membership. (Info item only)

RURAL INITIATIVE PLANNING MEETING IN SACRAMENTO – APRIL 19TH

As a key player in California's rural library community, Ms. Tauler was invited to participate in an all day Rural Initiative strategic planning meeting to be held in Sacramento on Thursday, April 19th. The purpose of the meeting is to update the current Rural Initiative Strategic plan, which is in it's 3rd and final year, and plan for the future of services for California's rural libraries. On motion by Trustee Nuñez, seconded by Trustee Llanos and passed unanimously, Ms. Tauler's attendance and participation in this meeting was approved.

INFOPEOPLE ADVISORY BOARD MEETING – APRIL 5TH

Ms. Tauler was appointed to serve on the Infopeople Advisory Board about 3 years ago. The Board meets twice a year, once in Sacramento and once in southern California. The next meeting will be held in Sacramento on Thursday, April 5th. On motion by Trustee Torres, seconded by Trustee Llanos, and passed unanimously Ms. Tauler's attendance to the Infopeople Advisory Board meeting was approved.

SERRA RETREAT IN JULIAN, MAY 10-11

The library is a member of the Serra Library Cooperative Library System. The Coop is having a retreat to discuss the future of Serra services for the next 2-3 years. The changes in state funding and the new reference model being proposed by the state may have a profound impact on Serra. The Serra Administrative Council, composed of the library directors of each of the 13 member libraries will meet to discuss the plan of service and position Serra for the changes that are coming for second level reference services throughout the state. The retreat will be held in Julian on May 10th and 11th. On motion by Trustee Llanos, seconded by Trustee Torres, and passed unanimously, attendance by Ms. Tauler to the retreat was approved.

WEBSITE IMPROVEMENT GRANT TRAINING, APRIL 30 – MAY 2

Our library is the recipient of a “Local Library Website Improvement” grant from the State Library. The grant is to help local libraries improve their websites and make them more user friendly. The grant includes a 3-day training in Sacramento for two staff members from each library. Ms. Tauler recommended that Norma Gerardo and herself be the ones to attend. They will learn how the new software, Library Site, works and will teach other staff members how to use it too. The grant also includes 20 hours of technical consultation with the Infopeople staff person administering this grant. On motion by Trustee Torres, seconded by Trustee Llanos, and passed unanimously the trip was approved for both staff members.

APPROVAL OF VACATION FOR LIBRARY DIRECTOR, APRIL 6TH - 13TH

Ms. Tauler requested permission to take vacation from April 6th through the 13th. On motion by Trustee Llanos, seconded by Trustee Torres, and passed unanimously the vacation was approved.

CAMARENA MEMORIAL LIBRARY STAFF TRAINING FY 2006-07 (3RD QUARTER)

This report was provided for informational purposes. Staff training was set as a goal for this fiscal year. Nine training opportunities were provided, with 35 staff attendances. This is an average of one training per month per staff member. No action was taken on this information item.

STATEMENT OF ECONOMIC INTEREST 2006-07

A packet of forms and instructions was provided to each Trustee. The deadline for submitting it to the City Clerk is March 29th. Ms. Tauler explained that this is an annual requirement and offered to help each Trustee fill it out if they come by her office. No action was taken on this item.

LIBRARIAN'S REPORT

- § Copies of the library weekly reports were provided to the Board with lots of details about the activity at the library during the time since the last meeting.

§ The Dr. Seuss RIF was a big success. There were 165 children and 78 parents in attendance.

INFORMATION

Items included:

NEW BOOKLIST FOR THE MONTH OF JANUARY
NEW BOOKLIST FOR THE MONTH OF FEBRUARY
FAMILIES FOR LITERACY PROGRAM FLYER
CALENDAR OF ACTIVITIES FOR FEBRUARY
CALENDAR OF ACTIVITIES FOR MARCH
READING IS FUNDAMENTAL FLYER (DR. SEUSS BIRTHDAY)

WITH NO FURTHER BUSINESS TO DISCUSS, THE MEETING WAS ADJOURNED AT 4:30 P.M

Next meeting will be TUESDAY, May 22, 2007.